

### Appendix A: Example of an incident reported to the AIMS database.

Database element	Example
1. Incident Id	xxxxxxx
2. Incident date	x/x/2005
3. Medical specialty	----
4. Time band	10:00 to 10:59
5. What happened	<i>The reporter stated that all of the computer systems are down in the ED department and the staff are unable to track patients, admit patients, book xrays and view xrays. The reporter believes this is hospital wide, but it is causing a disruption to the area she is in.</i>
6. What was the consequence or outcome of this incident?	<i>The reporter stated that because the staff are unable to track patients manual lists are being compiled, this is slowing everything down and is an increase for error is possible. Because the doctors have to leave the ED to view xrays etc it is effecting...</i>
7. Why did this incident happen?	<i>The reporter stated this is a hospital issue and an IT problem.</i>
8. How could the incident have been prevented?	<i>The reporter states there should be some way of avoiding this, update the IT system and adequately check the system. Or have IT bases at &lt;hospital X&gt;, at present most IT are at &lt;hospital Y&gt;.</i>
9. Why do you think this incident is important?	---
10. What is the nature of the event? [Harm to a patient (adverse event); Arrested or interrupted sequence (near miss); Incident with noticeable consequence but no harm; Incident with no noticeable consequence; Hazardous event or circumstance; Complaint; Loss]	<i>Hazardous event or circumstance</i>
11. Incident Type	<i>Medical Devices/Equipment/Property</i>
12. SAC	<i>SAC 4</i>